



US Army Corps
of Engineers®

Engineer Research and
Development Center

Product

Environmental and Safety Compliance Assessment Tools

Technology

The Environmental Assessment and Management (TEAM) Guide is one of a host of compliance assessment tools developed by the ERDC Construction Engineering Research Laboratory that offer Federal facility environmental managers a comprehensive, unified approach to environmental compliance assessments. The TEAM Guide eliminates duplication in the creation of compliance protocols for the military services. The TEAM Guide addresses compliance in the areas of: air quality, cultural resources, hazardous materials, hazardous waste, natural resources, environmental program management (including NEPA), pesticide management, pollution prevention, petroleum, oils and lubricants (POL), storage tanks, toxic substances (PCBs, asbestos, radon, lead-based paint), wastewater, and water quality/drinking water.

State and Federal Agency Supplements to the Guide address component-specific program guidance and specific regulations, instructions, and directives. The TEAM Guide includes a common numbering/ classification system that coordinates Federal, component, and state requirements to allow users to assess state and Federal compliance together. Over 14 Federal Agencies now use the TEAM Guide and its Supplements.

In FY02, the U.S. Army Corps of Engineers and several other Federal and military organizations jointly funded the development of compliance assessment protocols based on the General Industry and Construction Standards of the Occupational Safety and Health Administration (OSHA). The Occupational Safety and Health Guide (*OSH Guide*) can be used in conjunction with the TEAM Guide and its Supplements to support a complete environmental and safety assessment in one operation.

With the diversity of partners engaged in the TEAM Guide, ERDC-CERL has developed and supported Federal facility-specific environmental and safety programs including process planning, audit training, database management, reporting, and program integration for multiple Federal agencies. ERDC-CERL has also developed computer applications to assist personnel in using the compliance protocols:

- *Compliance and Process Tracking (CPTrack)*. A web-based tool developed to enable an Agency to identify the activities and functions that happen at their facilities, conduct a self-audit of environmental or safety compliance based on the activities and functions at a facility, document an external safety or environmental audit, track the closure of findings of noncompliance from the self and/or external audit, and reduce the number of data calls to the field. CPTTrack is a subscription-based service jointly funded by multiple Federal agencies and is not available through DENIX.
- *ListBuilder*: A Web-based search tool that helps users identify, from thousands of checklist items, requirements that apply to individual facilities based on location, facility/activity-profile, and other criteria. A demonstration version of *ListBuilder* is available at URL: <http://www.cecer.army.mil/ListBuilder/servlet/FrontServlet>.

Problem

The number and complexity of environmental regulations at both the Federal and state level continue to increase rapidly. The 1992 Federal Facilities Compliance Act waived sovereign immunity for Federal agencies from fines associated with hazardous waste violations, and intensified scrutiny of Department of Defense (DOD) facilities environmental compliance programs. This scrutiny will continue to increase as other environmental statutes are amended to waive Federal agencies immunity from fines (i.e., the Safe Drinking

Water Act in 1996). CERL began developing environmental compliance assessment manuals for all branches of the Air Force and Army in the mid-1980s. Until FY94, the Air Force, Army, Army Corps of Engineers (Civil Works), and the Defense Logistics Agency (DLA) each used individually tailored environmental compliance assessment manuals. As each component program grew, the production of multiple versions of environmental compliance assessment manuals became a costly duplication of effort.

**Expected Cost
To Implement**

Environmental Compliance Assessment Tools are available to DoD users through the DENIX web site (listed below in the “Distribution Source” section).

Benefits/Savings

These compliance assessment tools offer cost-saving process efficiencies: the Federal/state manual eliminates the duplication of effort required by varied formats of the same content. The TEAM Guide, its supplements, and the *OSH Guide* provide a common baseline for implementing Federal agency environmental and safety compliance assessment programs. A common numbering/classification system facilitates comparisons of Federal and state regulatory requirements while allowing incorporation of component specific requirements. These collective documents serve as in-house assessment and reference tools for Federal facility environmental managers.

The continuously updated electronic documents eliminate the printing and distribution of paper copies. *CPTrack* allows agencies to manage the entire environmental and safety compliance assessment process, from field audits and report writing through corrective action and management plans. *ListBuilder* allows easy access to the protocols to all levels of users, makes it easier to use the protocols by identifying applicable checklist items, and allows users to download the protocols in different computer formats for use in Agency-specific software.

Status

The TEAM Guide, the Component Supplements, and the *OSH Guide* are updated quarterly. Each state supplement is updated yearly. All documents are posted on DENIX.

Distribution Source

All documents are posted on DENIX and are available for use in performing compliance assessments and daily operations, through URL:

<http://www.denix.osd.mil>

(DoD users may also obtain passwords to this password-protected site through this URL.)

POCs

All POCs for this technology can be reached at CERL-CN-B, PO Box 9005, Champaign, IL, 61826-9005, Fax: 217-373-3430, or directly at:

- Peter M. Heinricher, Principal Investigator (contact for *ListBuilder*), Phone: 217-398-5510, e-mail: Peter.M.Heinricher@erdc.usace.army.mil
- Tina M. Hurt, Principal Investigator (contact for Federal facility programs), Phone: 217-373-3441; e-mail: Tina.M.Hurt@erdc.usace.army.mil
- Dr. David A. Krooks, Principal Investigator (contact for the *OSH Guide*), Phone: 217-373-3432; e-mail: David.A.Krooks@erdc.usace.army.mil
- Carolyn Y. O'Rourke, Principal Investigator (contact for TEAM Guide State Supplements), Phone: 217-373-5553; e-mail: Carolyn.Y.Orourke@erdc.usace.army.mil
- Donna Schell, Principal Investigator (contact for *WebCASS*, and the TEAM Guide), Phone: 217-373-5841; e-mail: Donna.J.Schell@erdc.usace.army.mil

**Available
Documentation**

All documents are posted on DENIX and are available through the URL listed above in the “Distribution Source” section.

Available Training

The DENIX calendar lists upcoming events such as training courses, seminars, and conferences: <https://www.denix.osd.mil/denix/Public/Calendar/display.cgi>

Available Support

Questions, comments, and other typical “help” requests may be directed to the appropriate POCs (listed above).